



## **Utility Maintenance – Recreation Arena/Parks (Full-time)** (Posting #2018-20)

Reporting to the Director of Recreation or designate, this employee performs diversified work related to the maintenance and operation of all recreation facilities and works in accordance with established practices and procedures. Work will be of a semi-skilled, technical nature. Duties will include but are not limited to:

- Making and maintaining ice surfaces to required standards, and operating all ice resurfacing and associated equipment;
- Operating and maintaining mechanical systems and equipment at all recreation facilities;
- Performing a variety of building and equipment maintenance tasks;
- Transporting materials, tools and equipment to and from work sites;
- Maintaining parks, playgrounds and cemetery areas;
- Performing janitorial duties; and
- Assisting with set up and take down for community events occurring at Regional Municipal facilities.

### **Qualifications/Knowledge/Skills/Abilities**

- Completion of Grade 12 and BC Refrigeration Operator Certificate (or higher), or a combination of education and relevant experience; a valid BC Class 5 Drivers License
- Applicants should have the physical ability to do a variety of work involving bending, lifting, and moving of heavy and light objects
- Certificate in Ice Maker, Pool Operations, or Building Service Worker or Ice Facility Operator would be considered an asset
- This position is considered a position of trust within the Municipality and the successful applicant must successfully pass a Police Information Check

### **Status/Hours/Shifts**

Full-time Permanent; shift work (including evenings and weekends will be required)

### **Rate**

Utility Maintenance (Recreation): \$29.64 per hour as per the collective agreement.

(Note: 90% probationary rate may be applicable dependent upon applicant's current status)

### **How to Apply**

A complete job description is available on our website at [www.NorthernRockies.ca](http://www.NorthernRockies.ca) under Human Resources and applicants are encouraged to review it prior to applying. Applicants that don't meet the minimum requirements may also be considered. Please apply with your resume and cover letter via mail, e-mail or fax to:

**Erin La Vale, CPHR**  
**Deputy CAO/Director of Human Resources**  
**NORTHERN ROCKIES REGIONAL MUNICIPALITY**  
**Bag Service 399 | Fort Nelson, BC | VOC 1R0**  
**Fax: 250-774-6794      Email: [jobs@northernrockies.ca](mailto:jobs@northernrockies.ca)**

Applications will be accepted until **4:30 pm on Friday, November 23, 2018.**

Please include an email address so we may contact you to acknowledge receipt of your application.

Please see the job description for a full position description and a list of the qualifications, required knowledge, education and skills necessary to perform the job.

***The Northern Rockies Regional Municipality is an equal opportunity employer.***

# NORTHERN ROCKIES REGIONAL MUNICIPALITY

## Job Description UTILITY MAINTENANCE (Arena/Park Operator)

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### **Description**

Reporting to the Director of Recreation or designate, this employee performs diversified work related to the maintenance and operation of all recreation facilities, and works in accordance with established practices and procedures established. Work will be of a semi-skilled, technical nature.

### **Essential Functions**

- Make and maintain ice surfaces to required standards, and operate all ice resurfacing and associated equipment
- Operate and maintain mechanical systems and equipment at all recreation facilities
- Perform a variety of building and equipment maintenance tasks
- Assist with Aquatic maintenance and operation; including: lighting, filtration, sanitation, water testing, and janitorial tasks
- Transport materials, tools and equipment to and from work sites
- Maintain parks, playgrounds and cemetery areas
- Perform janitorial duties
- Assist with set up and take down for community events occurring at Municipal Facilities
- Fuel cars, trucks and equipment
- Ensure that all work performed is in accordance with safety standards set forth in Worksafe BC's occupational health & safety manual and that pursuant to regulations are adhered to including the use of PPE.
- Demonstrate continuous effort to improve operations, streamline work processes and work cooperatively towards an efficient and effective work environment

### NOTE:

The duties listed are not set forth for the purpose of limiting the assignment of work and are not to be construed as a complete list of the duties normally to be performed under a job title or those duties temporarily performed outside the normal line of work.

## **Required Knowledge, Skills and Abilities**

Knowledge of:

- tools, equipment, procedures, principles and methods used in icemaking, refrigeration and building and equipment maintenance; and
- municipal public works and recreation equipment & operations

Ability to:

- do physical work involving bending lifting and moving of heavy or light objects;
- work in a variety of weather conditions with exposure to the elements;
- learn job-related material primarily through oral instruction and observation;
- read, understand and interpret plans and specifications;
- follow oral or written instructions and procedures;
- work cooperatively with other Municipal employees and the public;
- multitask to meet priorities and deadlines; and
- complete duties in a safe manner, following established safety rules and regulations.

## **Education, Qualifications, Licenses and Certificates**

- Completion of grade 12 education and BC Refrigeration Operator Certificate, or a combination of education and relevant experience
- A valid BC Class 5 Drivers License
- Arena Ice Maker, Pool Operator I & II, Building Service Worker, or Ice Facility Operator certifications would be considered an asset